

GROUP LEADER...

- Group Leader run after briefing by TSCC staff
- Disclose relevant medical conditions
- Fulfil responsibilities in SAP below
- Responsible for overall group management

PARTICIPANTS...

- Footwear

INSTRUCTOR...

- Pass internal training and assessment program

RESTRICTIONS

Under 5yrs

RATIOS (not including instructor)

1 adult : 12 students

What could go wrong? 'The potential harm'	What would cause it to go wrong? 'The hazard'	How could we prevent it from going wrong? 'The mitigation'	Responsibility of?	When will it be done?	Emergency Plan
Death/Serious Injury (Shot by arrow)	- Inadequate instruction	- Instructors are suitably qualified	TSCC	Before	<i>Suspected major injury</i> - All people to vacate area - Instructor to coordinate first aid - Instructor to radio to main office to arrange for ambulance or extra assistance - Assess if activity can continue
	- Failure to follow instruction	- Clear instructions are given	TS instructor	Before	
	- Bystanders in front of archer	- Listen attentively and follow instructions	Participants + Group Leaders	Beginning & During	
	- One archer collecting arrows before other archer has finished	- Everyone must be standing or seated behind archers	Group Leaders	Beginning & During	
	- Archer turning with loaded bow towards bystanders	- No one is to go past the archers until all arrows are fired		During	
		- Point the bow towards clear targets at all times	TS Instructors	During	
		- Facilitator to stand between and behind the archers to manage them			
Damage to Equipment	- Arrows being loaded incorrectly	- Brief clients on loading the bows and flight positions	TS instructor	Before	<i>Other/ Minor Injury</i> - Group leader to administer first aid
	- Dry firing bows	- Bows are not fired without arrows loaded	Group leader	During	
	- Removing arrows incorrectly from targets or ground	- Don't bend or flex arrow when removing. Pull straight out on the angle it went in.	Participants + Group leaders	During	
	- Gear being left out	- Lock bows and arrows away between sessions			
	- Arrows going right through targets	- Make sure targets is well maintained	TSCC	Before	
Impact Injury	- Not using the correct bow (left hand right hand bow)	- Have left and right bows available			
	- Bow string whipping inner forearm	- Offer forearm guard to group	TS instructor	Before	
Exposure to Elements (Sun, wind, temperature)	- Long periods out in the sun or wind and rain without correct clothes	- Move to an indoor Activity during "bad weather"	TS instructor	Before	
		- Ensure the group has adequate clothing	Participants + Group leaders	Before & During	
Psychological Harm	- Being bullied or forced to participate	- Challenge by choice	TS instructor		
		- Group encouragement	Participants + GL	During	

Please note: The Instructor may cancel this activity at any time if conditions outlined in this SAP are not able to be achieved or maintained. *Serious Hazards are highlighted*